



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4182
(909) 396-2000 • www.aqmd.gov

Frequently Asked Questions for Coachella Valley Emissions Reductions Projects RFP# P2012-17

South Coast Air Quality Management District (AQMD) has released the Coachella Valley Emissions Reduction Projects Request for Proposals (RFP# P2012-17) to solicit emission reduction projects located in the valley. Some commonly asked questions regarding the RFP are listed below along with AQMD staff answers.

Interested parties are also encouraged to check the following web page:
<http://www.aqmd.gov/prdas/CVRFP-AB1318/Coachella.htm> as additional information will be added on a periodic basis regarding the RFP.

General Questions

Within close proximity (6 miles) of the power plant project, there are numerous jurisdictions, including cities and the County of Riverside, as well as a number of other broader agencies (e.g., school districts, water agencies, transit agencies, and community college districts). Is each agency with “close proximity” land within its jurisdiction eligible to submit projects for funding?

Yes, they are.

Are non-profit, non-governmental organizations eligible to propose projects for funding? Likewise, are individuals and private business entities eligible to propose projects for funding?

Yes, non-profit, non-governmental, private business entities, and individuals are all eligible.

Will the AQMD staff answering questions also be evaluating and scoring the projects?

No. AQMD staff assisting potential bidders, by providing subject matter expertise or general help with the RFP process, will not be on the proposed project review panel. Final funding decisions will be made by the AQMD Governing Board.

Do I need to submit all forms in the RFP packet?

Yes. It is important to prepare, sign and include all relevant forms included in the RFP packet. Leaving out applicable forms, including campaign contribution forms, will result in incomplete proposals that cannot be considered for funding.

Can I submit projects that are currently funded by another program or regulation?

Projects that are currently funded or mandated by another program or regulation will not likely be selected for funding. The emissions reductions from a funded or mandated project would occur in absence of the funding provided under this program and would, therefore, not be considered new emission reductions. Identification of co-funding sources to ensure additional emissions reductions are acceptable and encouraged.

In addition to projects, where an applicant has a specific concept (such as converting an existing diesel-powered fleet to a cleaner technology), other programs that result in



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emissions reductions are also eligible for funding. For example, an entity could propose to develop and implement an incentive program to install solar devices. At the time of proposal submittal, the applicant would not know which specific buildings would receive solar devices under the program but rather would describe how such a program would be implemented. Solar device installation is just one example, but any such program that results in emissions reductions would be eligible for funding.

Can a project, such as paving a road, be eligible for funding if it listed in a general plan, yet has no funding and may only occur in the long term future?

The project proponent would need to demonstrate that the project has no funding and is not mandated by another program or regulation.

Are there past proposals under other programs that can be viewed as an example of a successful proposal to AQMD?

The objectives and requirements of this emission mitigation RFP are unique to this particular program. There are no past proposals that perfectly match the current RFP. However, there are elements to the statement of work, cost, and other information required to be submitted that are similar to other funding programs. This [example](#) is in response to an RFP for Tree Planting Initiative and can give an idea to the content required for a successful proposal. This is provided as an example only and any proposal submitted should follow the requirements and details outlined in the RFP.

When is the submittal deadline and can proposals be submitted in electronic format?

Meeting the submittal deadline means that the proposal must be **physically** at the AQMD Headquarters in Diamond Bar before 5:00 p.m. on June 8, 2012. Early submittals are encouraged to ensure that the submittal deadline is met. All proposals must be submitted in paper form and you should consult the RFP as to the submission requirements, including signature by an authorized representative and the inclusion of eight copies of each proposal.

What are the AQMD's regional air quality goals for the Coachella Valley?

The Coachella Valley currently does not meet State and federal air quality standards ozone and particulate matter, also known as PM10. The 2007 Air Quality Management Plan (AQMP) and previous Coachella Valley-specific PM10 air quality plans describe the control strategies intended to achieve the air quality standards by the attainment dates mandated under State and federal law. As described in the AQMD's Mission Statement, it is the goal of the District to ensure expeditious progress toward meeting clean air standards to protect public health and ensure equitable treatment for all communities. The 2007 AQMP adoption resolution further describes that the AQMD's Governing Board is committed to achieving healthful air in all parts of the District at the earliest possible date.



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Is there an error in the RFP as to where in the proposal it is to be identified whether a project qualifies as being in an EJ area or close proximity to the power plant project?

Yes, on page 12 of the RFP, Assigned Personnel (Section G), item number 4 regarding whether a project qualifies for EJ area or close proximity funding, should have been included as item number 5 of Projection Description (Section B), on page 11. Provided the EJ or close proximity qualification is addressed somewhere in the project proposal submittal, it will satisfy this submission requirements for this part.

Project Emission Reduction Estimates

How can I demonstrate that my project will contribute toward attainment of the air quality goals outlined in the scoring criteria?

Demonstrating that a project results in real emissions reductions is required. To the extent you can demonstrate that the reductions are not required by any federal, state, or local requirement, this will also show a contribution towards attainment of air quality goals. Paving of an unpaved road that is not included in any regional transportation plan or required to be paved by any regulation, bus or truck engine replacements/upgrades not required by State law, or farm equipment upgrades not required by rule or law are a few examples of surplus emission reduction projects.

How can I calculate or otherwise demonstrate emission reductions?

There are many sources available to help calculate emission reductions. For example, Moyer Guidelines provide information on estimating emissions reductions from heavy-duty vehicle/equipment projects. <http://www.arb.ca.gov/msprog/moyer/moyer.htm>

The California Air Resources Board (CARB) Transportation Strategies web page also has information on estimating emission reductions from transportation-related projects. <http://www.arb.ca.gov/planning/tsaq/eval/eval.htm>.

The U.S. EPA maintains a clearing house for emissions factors called AP-42 <http://www.epa.gov/ttnchie1/ap42/>. There are individual chapters for different categories of emissions sources. Emissions factors for fugitive dust sources are included in Chapter 13, Miscellaneous Sources. <http://www.epa.gov/ttn/chief/ap42/ch13/index.html>.

CARB also maintains a web site that describes methodologies for estimating emissions from a variety of stationary and mobile sources. An index of major categories can be found at this web page <http://www.arb.ca.gov/ei/areasrc/index0.htm>. The procedures for estimating emissions are found within the individual chapters by opening the Acrobat PDF file called Full Method in the upper right hand corner of the summary page.

The Western Regional Air Partnership (WRAP) developed a fugitive dust handbook that also provides various methodologies for calculating fugitive dust emissions and control



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efficiencies for various control approaches. The handbook can be found at:
http://wrapair.org/forums/dejf/fdh/content/FDHandbook_Rev_06.pdf.

To the extent feasible, although not required, the proposal should attempt to quantify emissions currently emanating from the source, the estimated emissions associated with clean-up or construction-related activities, and the emissions after project completion. This will help to identify the net impact of a project or program on air quality.

If you have questions or need additional help in quantifying emissions reductions, please contact AQMD staff.

How can I demonstrate that the reductions are long-term and have the impact of protecting public health?

If a project that results in emission reductions over a multi-year period, for example, would demonstrate long-term reductions. Similarly, the paving of an unpaved road and continued maintenance on that road, school bus engine replacement with regular service, or installation of solar panels for powering equipment or buildings all represent projects with long-term emissions reductions. Projects or programs that demonstrate emissions reductions also serve to protect public health by reducing the public's exposure to air pollutants.

Relative to projects that involve parks, gardens or greenbelts, or the planting of trees, bushes and other foliage for ground stabilization, some models exist to evaluate the potential benefits, such as <http://www.itreetools.org/> or http://selectree.calpoly.edu/right_tree.html?session=selectree:A250240D07d0c277AFIY142220E6

How can I estimate the emissions reductions associated with various fugitive dust control strategies?

In most cases, the U.S. EPA AP-42 documents described above do contain methods to estimate the emissions reductions from control options. Additionally, the Western Regional Air Partnership (WRAP) developed a fugitive dust handbook in 2006 that includes simplified control option emission reductions estimates. For example, Table 6-6 of the WRAP handbook estimates that paving an unpaved road will reduce PM10 emissions by 99 percent. The WRAP handbook can be viewed or downloaded at http://wrapair.org/forums/dejf/fdh/content/FDHandbook_Rev_06.pdf

Where might information be found relative to a renewable energy (e.g., solar) incentive program?

Check with the different utilities (electric and gas) who administer incentive programs for renewable energy and energy efficiency projects. They can help provide examples on how to structure an incentive program and provide insight on their lessons learned. The



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following link may be of use relative to existing incentive programs and potential contacts: <https://energyupgradeca.org/overview/>

Where might information be found on the emissions and other benefits for projects involving energy efficiency?

For information regarding the benefits associated with energy efficiency projects, the Energy Star program website provides helpful information and can be found at www.energystar.gov. Quantifiable benefits may also be derived with the Energy Star tools provided at: http://www.energystar.gov/index.cfm?c=tools_resources.bus_energy_management_tools_resources.

Project Eligibility

Would a clean-up project be eligible?

All projects that reduce emissions that are not funded or mandated by another regulation or program are eligible for funding. To the extent feasible, the proposal should attempt to quantify emissions currently emanating from the source, the estimated emissions associated with clean-up or construction-related activities, and the emissions after project completion. This will help to identify the net impact of a project or program on air quality.

If an applicant is installing a leased renewable energy project, would submitting a proposal to purchase the project be eligible?

If the project is currently funded and/or under construction, there are no additional emissions benefits if funds are awarded to purchase the equipment. Adding additional renewable energy generation capacity is eligible if it is not already funded and planned for installation.

Would water resources projects, such as water conservation, reducing reliance on imported water, or the use of reclaimed water for irrigation be eligible?

Perhaps; if the applicant can demonstrate a net energy savings in the pumping or treatment of water, then there will likely be emissions reductions and the project would be eligible for funding.

Would projects or programs that use education or incentives to reduce emissions via behavioral changes be eligible for funding?

Such projects or programs that can be demonstrated to produce real and permanent reductions in emissions would be eligible for funding. These types of programs would be more competitive if they included efforts that evaluate and track effectiveness over time, such surveys that follow-up on and confirm the intended behavioral changes.



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Can funds be used for projects involving research and development (R&D)?

R&D projects regarding technologies that may lead to potential emission reductions upon implementation would have to demonstrate that the project will reduce air pollution by achieving emission reductions in order to be eligible for funding.

Proposal Cost Estimates

Are projects eligible for full funding through this RFP?

Yes. Projects that result in emission reductions in the Coachella Valley would be eligible for funding up to the full amount to cover the costs of the project.

Is there a co-fund or matching requirement that would make a proposal more competitive?

No, but securing additional funds from other entities to obtain emissions reductions may help to demonstrate an effective use of funds which is one of the scoring criteria.

Are administrative costs allowed?

Yes. There is no maximum percentage for administrative costs established in the RFP, but less ten percent is a good guideline. A higher percentage of funds used directly for emissions reductions versus administrative costs would show an effective use of funds, which is one of the evaluation criteria. Administrative costs should be put into the cost section of the proposal.

Are soft costs such as engineering or CEQA documentation administrative costs?

No, those efforts would be considered project-related costs.

How should the quarterly progress reports required by the RFP be classified?

Preparation of quarterly progress reports would be considered administrative costs.

Is there a limit to project funding?

No, but the total funding available is limited.

Estimating Job Creation or Other Project Benefits

Is there a set formula for estimating job creation?

No, a variety of methods could be used. To the extent feasible, proposals should attempt to document whether job creation would be short- or long-term in nature.



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Claiming Additional Points for Small Businesses or Other Entities

Can an applicant claim additional points if a subcontractor is used to prepare the proposal and the subcontractor is an entity that is eligible for additional points as specified by the RFP?

To receive additional points in the evaluation process, the proposer must submit a self-certification or certification from the State of California Office of Small Business Certification and Resources at the time of proposal submission certifying that the proposer meets the requirements. To receive additional points for the use of subcontractors, at least 25 percent of the total contract value must be subcontracted to those entities eligible for additional points. Please refer to the RFP for more specific information.

Multiple Project Submittals

If an applicant is interested in submitting two or more projects under the RFP should they be combined into one submittal or separate submissions?

More than one project may be awarded to an applicant. Projects may be submitted through separate proposals or combined into one proposal. It is up to the applicant to decide whether to bundle projects into one proposal or to submit multiple proposals.

For more information, visit our website at: <http://www.aqmd.gov/prdas/CVRFP-AB1318/Coachella.htm>

Questions?

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